

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE GOLETA WEST SANITARY DISTRICT  
UCSB CAMPUS, PARKING LOT 32, SANTA BARBARA, CALIFORNIA  
JULY 18, 2023**

**In-person and virtual**

**POSTING OF THE AGENDA**

The agenda notice for this meeting was posted in the display case outside the administrative office of the Goleta West Sanitary District and on the District's website at least 24 hours in advance of this special meeting.

**1. CALL TO ORDER**

Director Bearman called the meeting to 5:32 PM

**2. ROLL CALL: BOARD MEMBERS PRESENT**

Robert Thomas  
David Bearman M.D.  
David Lewis  
Craig Geyer

**BOARD MEMBERS ABSENT**

Eva Turenchalk

**STAFF PRESENT**

Brian McCarthy – General Manager/Board Clerk-Secretary  
Jennifer Lee – District Counsel  
Austin Catlin – Environmental Compliance Specialist

**OTHERS PRESENT**

Laura Copple – Bartlett, Pringle & Wolf, LLP – attended remotely  
Sharon Rose – GSD Director – attended remotely (joined at 5:35 PM)

**3. REQUEST FOR REMOTE PARTICIPATION UNDER AB 2449**

None

**4. APPROVE THE ORDER OF THE AGENDA**

No changes were made to the order of the agenda.

**5. PUBLIC COMMENT**

None

**6. APPROVAL OF THE MINUTES FOR THE REGULAR BOARD MEETING OF  
JUNE 6, 2023**

(23-07-45)

Upon a motion by Director Lewis, seconded by Director Thomas, the Board approved the minutes of the June 6, 2023 Regular Board Meeting as presented by a vote of 4-1 with Director Turenchalk being absent.

7. **GENERAL MANAGER UPDATES**

The General Manager provided a report.

8. **LEGAL COUNSEL UPDATES**

District Counsel provided a report.

9. **UPDATE ON TRANSITION FROM AT-LARGE TO BY-DISTRICT ELECTIONS**

The General Manager and Ad Hoc Committee provided an update.

10. **CONSIDERATION OF ADOPTION OF DISTRICT RESOLUTION NO. 23-821: A RESOLUTION OF THE GOLETA WEST SANITARY DISTRICT ADOPTING THE SEWER SERVICE CHARGE REPORT, DETERMINING EACH CHARGE DESCRIBED IN THE SAID REPORT AND DIRECTING THE DELIVERY THEREOF TO THE COUNTY AUDITOR OF THE COUNTY OF SANTA BARBARA**

The General Manager (GM) provided background and explained that the sewer service charges were calculated in accordance with Ordinance No. 23-95 which resulted in changes to the previous year's charges. On June 30, 2023 the FY 2023-24 sewer service charges for each parcel within the District to be placed on the County of SB Tax Roll was made available in the District office. Notice of Public Hearing was published in the SB News Press as required on July 3 & 11, 2023. Director Bearman opened Public Hearing at 5:56 PM. There being no members of the public, the Hearing closed at 5:57 PM.

(23-07-46)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board adopted Resolution No. 23-822 by the following roll call vote:

AYES: Thomas, Bearman, Lewis, Geyer  
NOES: None  
ABSTAIN: None  
ABSENT: Turenchalk

11. **CONSIDERATION OF ADOPTION OF DISTRICT RESOLUTION NO. 23-822: ESTABLISHING THE APPROPRIATION LIMIT FOR FY 2023-2024**

(23-07-47)

Upon a motion by Director Geyer, seconded by Director Lewis, the Board adopted Resolution No. 23-823: A Resolution of the Goleta West Sanitary District Establishing the Appropriation Limit for Fiscal Year 2023-24 by the following roll call vote:

AYES: Bearman, Thomas, Lewis, Geyer  
NOES: None  
ABSTAIN: None  
ABSENT: Turenchalk

**12. PRESENTATION OF THE FY 2021-2022 ANNUAL FINANCIAL STATEMENTS  
AUDIT REPORT**

(23-07-48)

Ms. Laura Copple of BPW presented the 2021-2022 Annual Financial Statements with changes to the draft that was included the Board agenda packet and answered questions from the Board. Upon a motion by Director Geyer, seconded by Director Lewis, the Board moved to accept the Audited FY 2021-2022 Financial Statements with changes as presented by the following roll call vote:

AYES: Thomas, Bearman, Lewis, Geyer  
NOES: None  
ABSTAIN: None  
ABSENT: Turenchalk

**13. CONSIDERATION OF CHANGE ORDER NOS. 26, 27, & 28 FOR THE GWSD  
HEADQUARTER BUILDING IMPROVEMENTS PROJECT #12-03**

(23-07-49)

The General Manager provided report and explanation of Change Orders No. 26, 27, & 28 and answered questions from the Board. Upon a motion by Director Geyer, seconded by Director Lewis, the Board approved the Change Orders as presented for a total amount of \$35,633 for the Headquarter Buildings Improvement Project #12-03 by the following roll call vote:

AYES: Bearman, Thomas, Lewis, Geyer  
NOES: None  
ABSTAIN: None  
ABSENT: Turenchalk

**14. CONSIDERATION OF ADOPTING BOARD ORDER CONFIRMING  
PUBLICATION OF ORDINANCE NO. 23-95**

(23-077-50)

Upon a motion by Director Geyer, seconded by Director Lewis, a Board Order confirming required publication of Ordinance No. 23-95 was adopted by the following roll call vote:

AYES: Thomas, Bearman, Lewis, Geyer  
NOES: None  
ABSTAIN: None  
ABSENT: Turenchalk

**15. COMMUNICATIONS**

Noted as received.

**16. REPORTS**

**Operations Report**

General Manager provided a report.

**SBCSDA Executive Board Meeting(s)**

Director Geyer provided a report.

**Isla Vista Recreation & Park District Meeting**

No report.

**Finance Committee Meetings**

Director Geyer provided a report.

**Goleta Water District Meetings**

No Report.

**Ad Hoc Committee Meetings**

Director Geyer provided a report.

**Goleta Sanitary District Meetings**

Director Geyer provided a report.

**Personnel Committee Meeting**

No report.

**Santa Barbara Airport Meeting**

No report.

**Santa Barbara City Counsel**

Director Thomas attended, nothing relevant to GWSD to report.

**Other Reports**

None.

Director Bearman left the meeting at 6:22 PM

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**17. FUTURE AGENDA ITEMS**


None.

**18. ADJOURNMENT**

There being no further business, Director Geyer adjourned the meeting at 6:29 PM.

  
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Brian McCarthy, Board Clerk-Secretary

**APPROVED**

  
\_\_\_\_\_  
Eva Turenchalk, Board President



# Operations Report

May 31 – July 11, 2023

## Administration

Staff completed the process of calculating the charge for each parcel served by GWSO for the fiscal year 2023 – 2024, in conformity with the charges prescribed by District Ordinance No. 23-95 to be placed on the annual County Tax Roll billing cycle. A public hearing was scheduled for the July 18, 2023 regular Board meeting. Public notice of the hearing was published in the Santa Barbara News Press on July 3, 2023 and again on July 11, 2023 as required. A copy of the charges for each parcel is available for public review in the District office.

Staff calculated sewer use fees and sent invoices for 5 schools within the District to Goleta Union School District (4) and SB Unified School District (1).

Staff calculated the annual capital fund charges for UCSB properties and sent invoices.

The General Manager (GM) met via Zoom with Mr. Steve Wagner, GM at GSD, and Reese Wilson, Project Engineer at GSD, for a third quarter update and discussion of projects and wastewater treatment plant operations per the Project Notification Policy. Mr. Wagner will present an update report to the Board at the August 1, 2023 regular meeting.

Staff, the Finance Committee, and Laura Copple of Bartlett, Pringle, Wolf, LLC continue to work on FY 2023-24 Annual Budget and will be presenting a draft to the Board for approval when completed.

Staff attended CSRMA Board of Directors meeting via Zoom. The main topic of discussion was CSRMA's transition from the current workers compensation provider to Athen Insurance. Staff also attended a CSRMA webinar regarding the transition to Athens and an introduction to key staff members.

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Staff completed and submitted the June 2023 electronic no spill certification to CIWQS.

Weekly Headquarter Buildings Upgrades OAC (Owner, Architect, Contractor) meetings continue. Communications with staff, EGA and District Counsel continue regarding Phase 1 & 2 of the Buildings Improvement Project.

Staff contacted the Gas Company to remove/abandon a secondary gas service meter that is no longer necessary located across from the PS1 west parking area.

Staff continues to work with Cannon Corp regarding the SCADA system upgrades and improvements and with Rezone Robotics regarding the District's ICOM CMMS.

Staff attended SAMA meeting at El Estero.

Staff attended the following Committee meetings: Ad Hoc Committee, Finance Committee, and Personnel Committee.

## **Collection System**

Staff completed servicing all hot-spots for June and July and performed a manhole collar repair on Storke Road at Bollay Drive.

Staff completed hydrocleaning the Los Carneros off-track and IV East, part of which required some night work, and traffic control on El Colegio, to perform the necessary tasks.

Staff completed CCTV inspection of the 18-inch line on the Los Carneros bike path and is in the process of completing CCTV inspection of Hollister Village and the Lake Los Carneros area.

Inspection and permit sign-offs were completed for a lateral replacement inspection 298 Savona Avenue and a commercial tenant improvement at 320 Storke Road.

Staff reviewed and approved plans for a proposed park renovation located on Pardall Road in Isla Vista.

Staff responded to a call from Blue Horizon Management regarding flooding of a fiber optic vault at 73 Toran Lane. Staff determined the flooding is not due to any wastewater related issue and was likely due to a broken irrigation or water line.

Staff completed plan checks for the following: a bathroom addition at 7332 Aviano Avenue; a detached ADU at 6587 Cordoba Road in Isla Vista; a bathroom remodel at 7632 Hollister Avenue in Goleta; a bathroom addition at 516 Mills Way; a tenant improvement for the Food Bank offices and warehouse at 80 Coromar Drive.

Staff correspondence, inspections and approvals continue at UCSB's North Campus Faculty Housing and West Campus Open Space.

Staff is corresponding with an applicant regarding a grease interceptor installation located at 290 Storke Road for a proposed donut shop. Staff is also corresponding with consultants for the County of Santa Barbara regarding a grease interceptor installation located at 6549 El Colegio Road.

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Tierra Contracting began construction of the Force Main Access Vault in the west parking area outside PS1.

Staff received safety training on combo sewer cleaning truck operations and heat illness awareness and prevention.

## **Industrial Waste & Environmental Compliance**

Staff conducted 2nd quarter Industrial Wastewater Discharge Permit compliance inspections at the following Class IV Categorical Industrial Wastewater Discharge Permittees: Raytheon B-1 campus and Raytheon B-8.

Staff conducted 2nd quarter Industrial Wastewater Discharge Permit compliance inspections at the Class III facilities: Apeel Sciences and Karl Storz Imaging.

Staff received and recorded compliance sample results from the following Class III Industrial Wastewater Discharge Permittees: Apeel Sciences and Karl Storz Imaging. Staff also received and processed sample results from the following Class II Industrial Wastewater Discharge Permittees: SerImmune, Costco Wholesale, Aptitude Medical Systems, Baba Small Batch, and USPS.

Staff conducted a Hazardous Waste Refresher training for the proper on-site storage and handling of hazardous and universal wastes.

Staff completed the 2023 annual diesel Above ground Storage Tank (AST) inspection as required per the Certified Unified Program Agency (CUPA) Hazardous Waste Business Plan.

Staff completed the Onan portable emergency generator permit renewal through the California Air Resource Board/Portable Equipment Registration Program.

### **Street Sweeping**

Graffiti: None reported.

Abandoned Vehicles: Blue Chevy Silverado license 7C49565 at 143 Alpine Drive.

Hours: 137.6

Miles: 937.3

Loads: 36

Maintenance: Performed routine inspections, maintenance, and repairs.

Marborg: 05/11/2023 – 12.10 tons

05/24/2023 – 12.64 tons

06/05/2023 – 11.70 tons

06/12/2023 – 11.24 tons

### **Table of Treatment Capacity in GSD Plant**

GWSD Average Daily Flow	April 2023	2.4270 MGD; 42.2343 %
GWSD Average Daily Flow	May 2023	2.2854 MGD; 42.8810 %



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## Sewer Operations Cleaning Summary from May 31, 2023 to July 11, 2023

Description	Quantity
<b>Feet Cleaned</b>	
Hydroclean	19,507 ft.
Root Cutting	9,265 ft.
Hot Spot	5,589 ft.
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	<b>34,361 ft.</b>
<b>Lines Cleaned</b>	
Hydroclean	84 lines
Root Cutting	33 lines
Hot Spot	20 lines
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	<b>137 lines</b>
<b>Other Work Orders</b>	
User Charge	217 Work Orders
CCTV Work Order	26 Work Orders
Site Verification	21 Work Orders
Parcel Permit	8 Work Orders
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	<b>272 Work Orders</b>



**Goleta West Sanitary District**  
**Allowance of Claims**  
**May 31 - Jul 11, 2023**

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Vendor ID	Vendor Name	Transaction Description	Posted Date	Document Amount
ADP01	ADP Inc	Payroll Svc	7/3/2023	718.75
BAR01	Bartlett Pringle & Wolf LLC	Accounting & Audit Svcs	7/11/2023	9,141.20
BAR02	Barricade Pest Control	Pest Control	6/14/2023	200.00
BRO01	Brownstein, Hyatt, Farber, Schreck	Legal Svcs	5/31/2023	14,269.00
CAL03	Public Employees HEALTH	CalPERS Health Insur	6/23/2023	33,560.94
CAL09	Cal EPA Air Resources Board	CA Perp Permit	6/14/2023	735.00
CAL12	CalPERS Public Employee's Retirement System	CalPERS Pension Contrib	6/23/2023	15,956.01
CAN01	Cannon Corp	SCADA Maint	6/14/2023	2,199.31
CHW	Colantuono Highsmith & Whatley	Rate-making Consultation	6/14/2023	462.00
CIN01	Cintas Corporation	Safety Supplies	7/11/2023	142.70
CITIG06	Channel Islands Technology Integrators' Group	Computer Support	7/3/2023	35,399.57
COA01	Coastal Copy	Copy Machine	6/14/2023	882.65
CSR02	CSRMA c/o Alliant Insurance Services, Inc.	Insurance CSRMA PIP	6/21/2023	65,863.46
CWE07	CWEA	CWEA TC Membership	6/14/2023	202.00
EDU01	Eduardo Galindo Architect	District Bldg Project	6/16/2023	9,646.79
FIL01	Filippin Engr	District Bldg Project	7/11/2023	7,546.25
FIR01	First Bankcard	District Credit Card Purchases	7/3/2023	949.02
FIR02	FirstNet	Wireless Svc	7/11/2023	731.51
FRO01	Frontier Communications	Phone Svc	6/14/2023	525.94
GEY01	Craig Geyer	BOD Reimbursement	6/14/2023	84.54
GOL01	Goleta Building Materials	Operations Supplies	6/14/2023	171.87
GOL02	Goleta Sanitary District	GSD Treatment	6/14/2023	457,340.79
HOM01	Home Depot Credit Svcs	Operating Supplies	6/14/2023	743.96
INN01	Innovyze	InfoCare Renewal	6/14/2023	1,720.80
LAR01	Larry's Auto Parts	Vehicle Maint	6/14/2023	238.17
LEW01	Dr. David C Lewis	BOD Reimbursement	6/14/2023	32.40
LIN01	Lincoln National Life Ins	Deferred Compensation	6/6/2023	4,137.65
MAR01	Marborg Industries	Waste Removal & Rolloff	7/11/2023	8,814.74
MCC01	Brian McCarthy	BOD Reimbursement	6/14/2023	80.00
MCC02	McCormix Corporation	CA Recycle Oil	6/14/2023	2,575.10
MIS01	Mission Linen Supply	Uniforms & Towels	6/14/2023	1,671.39
MSW01	Mountain Spring Water	Drinking Water	6/14/2023	147.40
NTN01	Newton Construction	District Bldg Project	6/14/2023	335,540.00
OFF01	Office Depot	Office Supplies	7/11/2023	84.65
RAF01	RFC Raftelis Financial Consulting, Inc.	Financial Analysis	7/11/2023	540.00
REL01	Reliance Standard Life Insurance	Insurance LTD	6/28/2023	1,058.19
RNC01	Rincon Consultants	District Bldg Proj	7/6/2023	8,498.75
SAN03	Sansum-SBMFC Occupational Medicine Center	Sansum Occupational Health	7/11/2023	165.00
SHC01	Smardan Hatcher Company	Operations Supplies	6/14/2023	541.77
SIL01	Silvia's Cleaning Company, Inc.	Janitorial Svc	6/14/2023	1,080.00
SOU02	Southern California Edison Co	Electricity	7/11/2023	12,205.70
SPE03	Special District Risk Management Authority	Insur Life & Dental	6/5/2023	936.89
THE02	The Gas Company	Natural Gas	6/14/2023	58.90
TRN01	Transamerican Direct Inc	Direct Mailing	6/16/2023	7,189.36
TRU01	Truist Governmental Finance	Truist Loan GF	7/3/2023	487,785.00
UCSB9	The Regents of UC	Internet Svc	6/14/2023	103.25
UNDO1	Underground Service Alert	Dig Alerts	6/14/2023	83.50
WEX01	WEX Bank	Vehicle Fuel	6/6/2023	3,733.66
<b>Total Services &amp; Supplies</b>				<b>\$ 1,536,495.53</b>
Payroll - (3) pay dates				\$ 118,136.52
<b>Total</b>				<b>\$ 1,654,632.05</b>